

# MONTANA HUNTER JUMPER ASSOCIATION RULEBOOK 2018

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## **MONTANA HUNTER JUMPER ASSOCIATION RULE BOOK 2018**

The Montana Hunter Jumper Association has published this rulebook to assist all members in participation in Hunter/Jumper shows, events, and activities. Recommendations for changes or additions may be submitted to any current Board Member for presentation to, and voting by, the General Membership at the Annual Membership Meeting.

The MONTANA HUNTER JUMPER ASSOCIATION is a non-profit association of horse enthusiasts. Our purpose is to promote Hunters and Jumpers in Montana by providing:

1. Notice of dates of hunter and jumper shows;
2. Notice of educational clinics;
3. Employment opportunities;
4. Tack and horse sales;
5. Association approved shows;
6. Year-end Awards;
7. Information about hunter and jumper trainers and/or judges;
8. Set standards at approved shows to promote safety and education; and
9. Approve classes for year-end awards for varied levels of competitors.

It is the intention of this association to promote opportunities for showing over fences to riders and horses of all levels and abilities. The association will promote H/J class standards at Montana shows, the inclusion of diverse skill levels, and providing quality year-end awards.

## SECTION I: INDIVIDUAL AND HORSE REGISTRATION

1. Membership in the MHJA is open to anyone by completing an application form with the Association. When the application form and membership fees are received, the Membership Secretary will send a membership card for the current year.

2. The MHJA membership year commences on January 1st of each year. Dues become payable on that date and memberships expire the following December 31st. All members must pay the entire annual dues no matter when they submit their application. Applicable late fee will be assessed.

### Individual Membership

Amateur, Professionals and/or Juniors; includes one horse \$35.00

### Family Membership

Parents and children 18 and under; maximum of three horses \$55.00

Additional Horse Registration (per horse) \$ 5.00

Change of Horse Ownership \$5.00

Late fee (for dues submitted after April 30) \$5.00

3. The family membership includes the voting member, the voting member's spouse, all children 18 years of age and under, and registration for up to three horses. A family membership has one vote.

4. Riders wishing to receive points at an MHJA-sponsored show must submit an application for MHJA membership before April 30. Applications submitted after April 30" must include a late fee. Riders who have not joined MHJA by the date of a show, in which they wish to participate, must pay a nonmember fee. However, riders may receive points for that show if their membership application including membership dues and late fee is received by the MHJA Membership Secretary no later than two (2) weeks after said show. It is the rider's responsibility, not the show manager's responsibility, to submit his or her application and applicable payment to MHJA. The nonmember fee will not be credited toward membership dues.

5. No horse or rider will be credited points until the membership form is completely filled out, signed by the member or guardian, and all dues have been paid. It is the responsibility of the owner or leaseholder to make sure MHJA membership requirements have been satisfied.

6. Membership forms must list the horse's show name not the horse's barn name. To change a horse's name, the Membership Secretary must be notified in writing. A five dollar (\$5) reregistration fee must accompany the written request.

7. To change the ownership or leaseholder of a horse, the Membership Secretary must be notified in writing. The new owner or leaseholder must be a paid member of the association at the time the request is made. A five-dollar (\$5) fee must accompany the written request.

8. Juniors are riders who have not reached their 18th birthday as of December 1st of the preceding year. The age of an individual on December 1st will be maintained throughout the entire year.

9. Riders must declare amateur or professional status when applying for MHJA membership. Amateurs must meet the criteria spelled out in Section VIII. Professionals wishing to be reclassified as amateurs must apply to the MHJA Board of Directors, which will vote on whether to accept the reclassification. If a rider's request for reclassification is granted, the rider must wait one calendar year before showing as an amateur.

10. A pony card with measurement by a licensed veterinarian is required for all ponies competing in MHJA rated pony classes and the pony equitation medal class. The pony card number must be entered on the show premium. (USEF, Canadian and MHJA cards will be accepted.) If a pony card has not been issued for the pony prior to the show date, one of the MHJA Board Members may issue a temporary card good only for that show. MHJA Board Members will use a standard hand tape measure to measure the pony at the show and issue a temporary card at that time. When completing your membership application, please specify that you are registering a new pony. You will be sent a MHJA Pony Card to be certified and signed by a licensed veterinarian.

11. With the exception of equitation classes, points will be accrued by horses, not the riders.

12. All registration fees are non-refundable.

## **SECTION II: HORSE SHOW APPROVAL PROCESS**

1. The MHJA Board of Directors will decide the awarding of show recognition and dates.

2. All show managers must submit their MHJA Show Approval Form to the Show Coordinator or President by March 1 of the current show year. Show Manager packets will then be sent to show managers if not already sent.

- A. The MHJA Show Approval Form may be obtained from the web page, [www.montanahunterjumper.org](http://www.montanahunterjumper.org). A request is not considered complete until the Board has received all of the following information:
- i. Name, address, phone number and email of show manager.
  - ii. Name of show(s)
  - iii. Location of show(s)
  - iv. Proposed show date(s)
  - v. Check for \$150 per show seeking approval
  - vi. Show Manager's current MHJA number or membership application and dues.

3. After show managers have received their Show Managers' packet, they must submit a copy of their prize list(s) for all their shows in which they are seeking approval, to the Horse Show Coordinator. If the

board approves the prize list(s) the following will result:

- A. The horse show(s) will receive approval;
- B. The date(s) will be guaranteed;
- C. The show(s) will be added to the MHJA show schedule;
- D. Mailing labels will be sent to all shows approved.

4. Once the prize list is approved, any classes and/or divisions designated MHJA may not be changed or added or deleted without Board approval. If changes are made it could result in loss of MHJA approval for the show(s) and the altered classes/divisions could become ineligible for year end points.

5. The Board will review and rule on all requests, then release the MHJA show schedule by April First.

6. Show managers that miss the early deadlines can still request approval by following the same process in Section II:2. When the request is received, they will be sent a Managers' Packet, if one has not already been sent. Managers must then submit a copy of their prize list to the Horse Show Coordinator. Submittal must take place at least 45 days prior to requested show date. The prize list will be reviewed and the decision to approve will be made. When approval is given the Show Manager will receive the following:

- A. date guarantee;
- B. mailing labels;
- C. their show will be added to the MHJA schedule on the web site.

7. Prize lists must be sent out to MHJA members at least 30 days prior to show date(s). The noted exception to this rule occurs if a show manager is holding multiple shows during the same season, it will not be mandatory for them to send out prize lists after the first show if the following is true:

- A. The prize list is approved and on the MHJA website;
- B. There are no changes in the prize list; and
- C. Entry forms for all the shows are included in the first prize list.

8. It is required that the show manager (whether an individual or part of an organization) be a current member of the association and familiar with the rules and regulations of MHJA.

9. Shows must offer a minimum of any six (6) Divisions to be eligible for approval. See *Section VI* for a list of MHJA divisions.

10. Shows must set a standard in accordance with MHJA and USEF in managing their show with safety, good sportsmanship, and complete fairness to all exhibitors. The location for the show must provide the competitors with suitable footing, stabling and parking.

11. Shows that are double point judged must be held on only one day.

12. The show management should try to select a judge who is unbiased. A Hunter judge may officiate at no more than two (2) approved shows per year and the shows must not be under the same management. It is not recommended to have a judge teach a clinic prior to fulfilling his/her judging duties.

13. Qualified Judges. A qualified judge must:

- Be a professional;
- Have a minimum of five (5) years' experience in the Hunter/Jumper discipline;
- Have and know basic judging of Over-Fence classes, scoring of faults;

OR

- Be a rated judge (USHJA or comparable).

14. The MHJA official show season will be from March 15 through October 15. Only approved shows held within this period will provide riders with points toward year-end awards.

15. The cost for show approval is one hundred fifty dollars (\$150) to be paid by the show when the approval form is submitted. If the results are remitted to the Board on the MHJA supplied forms and all required show materials and fees are remitted to the MHJA within 14 days of the show, the show management is entitled to a seventy-five dollar (\$75) refund. All show refunds will be sent after the conclusion of the show season.

16. MHJA will request that show managers put a notice in the show premium about Division Sponsorship opportunity. A full division sponsorship is \$100; a half-division sponsorship is \$ 50. This money is used for year-end awards and should be sent to the MHJA with the rest of the show remittance. The availability of MHJA Division Sponsorships does not limit or restrict sponsorship money the show management collects for their show.

17. MHJA show approval is rescindable. At the Board's discretion, a show may lose its approved status if the show is part of a summer series and the MHJA rules have not been followed at an earlier show in the series.

18. A Steward will be required to be present at all shows. Stewards will be acting in an official show capacity and are not allowed to ride or coach at the show.

### **SECTION III: HORSE SHOW FEES**

1. Horse show entry fees are not controlled by MHJA.
2. If a person sends a non-negotiable check to the MHJA that person and his/her horse will not receive points until proper settlement is made and the MHJA is refunded for any fees or service charges. This same ruling applies to non-negotiable checks written to MHJA at approved shows.
3. There will be a \$25.00 service charge for each returned (non-negotiable) check submitted to M HJA.
4. Show management is not expected to make any refunds or transfer fees.
5. MHJA nonmember fees for horse show entries will be \$20.

### **SECTION IV: CONDUCT OF SHOWS**

1. Any person showing at an MHJA approved show is responsible for knowing and abiding by MHJA rules and regulations.
2. At approved shows, only the classes recognized by MHJA will count toward year-end awards.
3. Fifty percent or more of the obstacles must be at least the height listed on the show premium and none may be more than 2" over or under the stated height.
4. Shows may allow schooling over the show fences at announced times prior to the judged classes. This information must be provided in the show premium. Shows are encouraged to divide schooling time between a low fence group and a high fence group.
5. All shows must offer warm-up fences outside the show arena before and during all jumping classes. The MHJA recommends having at least three schooling fences-one cross-rail, one oxer, and one vertical. Placement of the schooling fences should allow them to be jumped individually. Schooling fences should be flagged for safety. (Red on the right; white on the left.)
6. USEF Rules will be used as a guideline. In case of conflict between USEF and MHJA Rules, MHJA Rules will prevail.
7. Show Premiums must designate MHJA approved classes and provide MHJA membership information.

8. All MHJA shows must offer membership applications throughout the show (according to Section I). These applications should be located where the Show Secretary is accepting entries and assigning numbers.

9. All MHJA show must have MHJA complaint forms available throughout the show. These forms should be located where the Show Secretary is accepting entries and assigning numbers. Any member is allowed to fill out a complaint form concerning a member, a non-member or show management. While the MHJA does not charge a fee for submitting a complaint, the member MUST sign the complaint form. Complaints will be reviewed by the entire Board of Directors and, if necessary, corrective action taken.

10. MHJA reserves the right to do drug testing at any MHJA member show. At an unannounced show, the attending vet will determine the collection process and test random horses. For further information on Drug Testing, please see Section VII.

11. Cruelty or abuse to a horse by any person at any MHJA show is forbidden. The show management, the Judge, or any Board Member of the MHJA may bar the violator from further participation at the show, and/or cancel that person's membership in the MHJA. The Association considers it cruel to exhaust a horse as demonstrated by a horse exhibiting sourness, tail switching, profuse sweating, refusing to jump, and other signs of exhaustion. The Association shall consider the weather conditions and the horse's physical fitness in its decision. Action and penalties are at the full discretion of the MHJA Board of Directors.

12. Any MHJA show failing to follow the rules of MHJA or to contribute to a safe and satisfactory experience to all exhibitors will be subject to loss of recognition.

13. MHJA requires shows to mandate that all riders wear approved ANSI-approved protective headgear with attached harness at all times when mounted on the show grounds. It is the responsibility of adult riders and parents/legal guardians of children to examine the various styles/designs available and make an informed selection of their protective headgear.

14. Jumping order must be posted in a conspicuous place at least one half hour before the class. The jumping order must be legible to a mounted rider. If a jumping order is used throughout the section, a systematic rotation of the starting list must be employed so that a complete cycle is made during the competition.

15. After the gate person has called a rider to the ring, a rider has two (2) minutes to enter the ring before elimination. Management may permit a rider to compete out of order to minimize delays and in case of class conflicts.

16. Horse show managers may not compete for points in any MHJA rated Hunter divisions at the specific horse show for which they are manager. They may compete for points in MHJA rated Jumper divisions at the specific horse show they are managing.



17. All MHJA approved shows must have a qualified EMT on site for the duration of the show.

18. A horse may be entered in, and compete for ribbons in, a maximum of six (6) over fences classes. Additional rounds, including warm-up classes, may be ridden but not judged.

## **SECTION V: ATTIRE AND EQUIPMENT**

1. All riders are required to wear: (1) ANSI-approved protective headgear with attached harness; and (2) riding boots (i.e. knee length English-style boots, jodhpur boots or paddock boots).

2. Hair should be neat and worn so the competitor's number shows at all times.

3. English saddles are required.

4. No mounted exhibitor may wear or carry an electronic communication device (i.e., cell phone, pager, walkie talkie, etc.) while in the competition ring. The penalty for violating this rule if observed by the judge may be elimination from the class during which the device was worn or carried. (Exception: a handicapped participant may use electronic devices subject to prior approval by show management.)

### **5. HUNTER ATTIRE:**

A. Clothing should be neat and conservative in color. When possible, entrants are encouraged to show in proper riding attire: boots, breeches, and riding coat in addition to a hard hat with harness. Ladies usually wear a rat-catcher shirt with choker or stock tie. Gentlemen wear a collared shirt and tie or stock tie.

B. Regulation snaffles, pelhams and full bridles, all with cavesson nosebands are recommended. Flashes, dropped nosebands and figure eight (8) nosebands are prohibited.

C. A judge may penalize for non-conventional types of bits or nosebands.

D. Martingales are not permitted in Equitation on the flat, Hunter Hack, or under saddle classes according to the USEF rules.

E. Use of boots and bandages on a horse are prohibited in all Hunter classes. Exceptions may be made at the discretion of the show management when weather and footing conditions dictate.

F. Horses should be clean and neat. Braiding is encouraged but optional.

G. A shaped white saddle pad is recommended.

H. A judge may penalize for non-traditional attire.

#### 6. JUMPER ATTIRE:

A. Riders are encouraged to wear regulation attire. However, long, short or sleeveless shirts are acceptable if the shirt has a collar.

B. Boots and bandages are allowed.

#### 7. EQUITATION ATTIRE:

A. Entries in these classes are being judged on the rider's ability rather than personal attire.

B. Riders are encouraged to wear conservative colored riding coats, breeches or jodhpurs, boots and helmets.

C. Spurs, crops, or bats are optional. Regulation snaffles, pelhams and full bridles, all with cavesson nosebands are recommended.

D. Flashes, dropped nosebands and figure eight (8) nosebands are prohibited.

E. A judge at his or her discretion may choose to penalize a horse with non-conventional bits, or nosebands.

F. Martingales are permitted in classes over obstacles and in the jumping phase of classes requiring both jumping and flat work. They are prohibited on the flat in any class or phase.

G. Boots or conservative colored bandages on horses are permitted.

### **SECTION VI: REQUIRED DIVISIONS AND CLASSES**

1. The members will review the list of approved divisions annually at the awards banquet. Any division changes/revisions will be in effect for two years.

2. Each MHJA division must be offered at a minimum of two shows during the season in order for the division to qualify for a year-end award.

3. Shows have the option of choosing a minimum of 6 Divisions from the Hunter Divisions, Jumper Divisions, or Equitation Divisions for MHJA approval. (Please see Section VI:12:A for Hunter Derby divisions).

4. If show managers offer an MHJA-approved class on their premiums, they must run that class if there are any entrants for that class, unless management and all entrants agree the class may be cancelled because of a very small number of entrants.

5. If there are more than fifteen entrants in Under Saddle classes, it is requested that the judge split the group into two working sections. One set of ribbons and points will be awarded.

6. Shows may offer any other classes in addition to the MHJA approved classes.

7. Show Managers must send out to each MHJA member a premium stating which classes and Divisions will be offered, date and time of the show and an entry form. Officiating Judges must be identified in the Premium. This mailing must be postmarked at least 4 weeks before the show date.

8. Show Managers holding multiple shows during a show season must send out separate mailings for each show. It is not acceptable to send one mailing with multiple dates, unless this is found in compliance with Section 2.7. Mailing labels will be provided by the MHJA.

9. Consecutive days of a show shall constitute only one show, regardless of how many sections or classes of a division are offered. Multiple championships may be awarded, but for year-end award purposes, this will count as only one show.

10. HUNTER DIVISIONS A Hunter division consists of at least two Hunter Over Fences classes at the same height and one Hunter Under Saddle class. For both Show Awards and Year-End Association Awards, champions will be determined by the following: The top four horses in all Over Fences classes combined will receive Under Saddle points. The horse with the most points is Champion. The horse with the second highest total of points is Reserve Champion. In case of a tie score, the champion and/or reserve champion is awarded to the horse with the higher point total over fences.

A. The classes are run over a course of at least eight fences. Possible obstacles include verticals, oxers and in-and-outs. The fences should resemble those found in the hunt field. Hunter fences are generally composed of rails, gates, pickets, coops, brush boxes, and roll tops. Hunter fences are generally natural wood, brown, white, or green in color. These courses should not have spooky fences or difficult turns. Hunter courses test the quality of the horse over the jump rather than the boldness or difficulty of the course.

B. The suggested striding on courses with jumps 2'9" to 3' is based on a 12' stride.

C. The suggested striding on courses with jumps 2'6" and under is SHORTEN the line by one foot to one and a half feet depending on if the line is coming or going from the in gate.

D. The suggested striding on courses with jumps 3'3" to 3'6" is LENGTHEN the line by one foot to one and a half feet depending on if the line is coming or going from the in gate.

E. Fifty percent or more of the obstacles must be at least the height listed on the show premium and of those, none may be more than 2" over or under the maximum stated height. A 3' class means the maximum height of any obstacle on the course is 3'2".

F. Hunter classes with fences at 2'3" or lower may NOT include the use of oxers, in-and-outs, or solid fences.

**G. MHJA Approved Hunter Classes:**

i. **Hunter Warm-Up:** To be judged and awarded ribbons, but no points. This class does not have to be judged by a certified judge. A horse/rider combination may only ride one round during Warm-Up class. Low Warm-Up: 2'-2'3" High Warm-Up: Up to 2'9"

ii. **18" Hunter Division:** This division will consist of Walk/Trot under saddle and classes of Walk/Trot over 18" fences with cantering optional. This division is restricted to horse/rider combinations that do not compete in classes with fence heights above 2'3" in any Hunter or Jumper divisions at that show.

iii. **Short Stirrup Hunter Division:** This division is restricted to junior riders where the Horse/rider combination does not compete in classes over fences above 2'3" in the Hunter or Jumper divisions at that show. The Division will be run with a walk-trot-canter Hunter under saddle class, one traditional hunter over fences class, and one equitation over fences. Trotting is not penalized in the over fences portion of the division.

iv. **Long Stirrup Hunter Division:** This division is restricted to adult amateur riders where the horse/rider combination does not compete in classes over fences above 2'3" in the Hunter or Jumper divisions at that show. The Division will be run with a walk-trot-canter Hunter under saddle class, one traditional hunter over fences class, and one equitation over fences. Trotting is not penalized in the over fences portion of the division.

v. **2'3" Pony Hunter Division:** This division is restricted to ponies (14.2 hands and under) and is open to all pony riders, subject to suitability, pony to rider, as determined by the judge's discretion. Exhibitors in the Pony Divisions must submit a pony card when entering their ponies. (USEF, Canadian or MHJA cards will be accepted)

vi. **Green Hunter Division (Horse and Pony):** This division is restricted to ponies and horses in their first or second year of showing over fences. The maximum height is 2'3". Ponies and horses will be judged together as one class. Ponies and horses that have not shown above 2'3" in their first year of showing are still eligible to compete in the Green Hunter division in their second year of showing.

vii. **2'3 Open Hunter:** Horse/Rider combinations are restricted to jumping no higher than 2'6 at the same show.

viii. **2'6" Junior/Adult Amateur Working Hunter:** This division is restricted to junior and

amateur riders. Horse/rider combinations that are entered in this class are limited to jumping no higher than 2'9" at the same show.

ix. **2'6" Open Working Hunter Division:** This division has no restrictions.

x. **2'9" Children's/Adult Amateur Working Hunter:** This division is restricted to Junior and Adult Amateur riders. It can be separated into juniors and adult amateurs when placing the class if there are at least 3 completed rounds in each. USHJA Members can acquire National points if the horse show fulfills the rest of the requirements for a "C" rating.

xi. **2'9" Open Working Hunter:** This division has no restrictions.

xii. **2'9" Thoroughbred Open Working Hunter.** This division adheres to the rules governing the USEF Thoroughbred Hunter Section Rules (listed below).

HU106.8. Thoroughbred Hunter

a. Thoroughbred restricted classes are open only to horses that are, registered with USHJA and are in possession of Breed Registry papers. Horses must have been either registered with The Jockey Club or meet one of the criteria below. All horse shows must require riders to verify registration on the day of the horse show through one of the following methods:

1. The Jockey Club Certificate of Foal Registration or a copy thereof
2. The horse's lip tattoo, the horse's 5-cross pedigree and the successful tattoo lookup result from The Jockey Club's Tattoo Identification Services, (located at [www.registry.jockeyclub.com](http://www.registry.jockeyclub.com))
3. If neither of the above is available, a letter from The Jockey Club verifying the horse's identity.

xiii. **3'0 Open Working Hunter Division:** This division has no restrictions

xiv. **3'3" Junior/Amateur Owner Working Hunter Division:** This Division is restricted to Junior riders and Adult Owner riders. Classes can be separated into Junior riders and Amateur Owner riders when placing the class if there are at least 3 completed rounds in each. Horse/rider combinations that are entered in this class are limited to jumping no higher than 3'6" at the same show.

a. USHJA members can acquire National points if the horse show fulfills the rest of the requirements for a "C" rating.

xv. **3'3 Open Working Hunter Division:** This division has no restrictions

xvi. **3'6" Open Working Hunter Division:** This Division has no restrictions.

11. **EQUITATION DIVISIONS** These divisions will consist of one class on the flat, one class over fences and one medal class. These classes will be judged on the rider's hands, seat and control of mount over fences and/or on the flat. They will be placed to eight (8) places. The points to be awarded in these classes are as follows:

First - 10 points, Second – 8 points, Third – 6 points, Fourth – 5 points, Fifth – 4 points, Sixth – 3 points, Seventh – 2 points, Eighth- 1 point.

A. The fence heights for the Open Equitation will be 3'0". The fence heights for the Junior/Amateur Equitation Silver Division will be 2'6". The fence heights for the Junior/Amateur Bronze Division will be 2'3". Junior/Amateur Bronze equitation classes are open to all horse and pony riders.

B. The Equitation Medal Class will be judged with the same specifications as the over fence class. After all horses have completed the course, the top four riders will be brought back to work on the flat and over fences with special tests given at the judge's discretion. Five dollars (\$5) of each rider's entry fee will go to the MHJA for the Medal Finals.

C. At the final show of the year, the top six riders earning points in Medal classes at one or more shows are eligible to ride in the Medal Finals. Five dollars (\$5) of the entry fee for the Medal Finals class will go to the MHJA. The rider must use the same horse during all phases of the Medal Finals Class.

D. All riders who have qualified for the Equitation Medal Finals Ride Off shall compete over two courses of 8 to 10 fences with at least two changes in direction. The fences in the Open Equitation Medal Finals will be 3'0" in height and 2'9" to 3'3" in width. The fences in the Junior/Adult Amateur Equitation Medal Finals will be 2'6" in height and 2'3" to 2'9" in width. The fences in the Pony Medal Finals Class will be 2'3" in height and 2'0" to 2'3" in width. The order of go in Round One will be drawn and this round will count for 50% of the rider's score. The order of go for Round Two will be the reverse of Round One and will count for 50%.

E. After the completion of Round Two, riders may be asked to perform additional tests at the discretion of the judge. The work-off score will be added to each rider's total. Awards and the ribbons will be awarded through 8th place. MHJA Approved Equitation Classes:

**F. Open Hunt Seat Equitation Division**

- i. Hunt Seat Equitation on the Flat
- ii. Hunt Seat Equitation over Fences 3'0"
- iii. Hunt Seat Equitation Medal Class 3'0"

**G. 2'6 Junior/Adult Amateur Silver Equitation** open to horses and ponies ridden by juniors and adult amateurs only. Division includes the following:

- i. Hunt Seat Equitation on the Flat

ii. Hunt Seat Equitation over fences, fence height 2'6".

iii. **USHJA 2'6" Hunt Seat Equitation Bronze Medal class**

a. riders with USHJA affiliate membership or higher may earn points toward a national award. Nonmembers may enter but will not accrue national points.

b. riders may not enter any other USHJA Equitation Medal Class at the same show

H. **2'3" Junior/Adult Amateur Bronze Equitation** open to horses and ponies ridden by juniors and adult amateurs only. Division includes the following:

i. Hunt Seat Equitation on the flat

ii. Hunt Seat Equitation over fences, fence height 2'3.

iii. **USHJA 2'3 Hunt Seat Equitation Bronze Medal class**

a. riders with USHJA affiliate membership or higher may earn points toward a national award. Nonmembers may enter but will not accrue national points.

b. riders may not enter any other USHJA Equitation Medal Class at the same show

## 12. HUNTER DERBY

A. Individual Height classes may be counted as divisions for meeting the six required divisions rule for an MHJA approved show.

B. A horse may go in different heights and will receive points in whichever derby class they had the highest placing in at that show. There will be only one year end award for the horse with the highest point total at the end of the year.

C. The 12 highest-scoring horse-and-rider combinations after the first round are eligible to return for the second round. The pair with the highest two-round score is declared the class winner. For more information, reference the USHJA website or contact a Board member or a horse show secretary.

## 13. JUMPER DIVISIONS

A. Jumper Divisions consist of two or more classes of the same title at the same height. Competitors will earn points in each approved class; however, a division champion will only be awarded at shows that offer more than one class per specified division.

i. These classes are run over a course of eight to ten fences. Obstacles may include verticals, oxers, and combinations. Jumper fences are generally composed of rails, gates, panels, walls and rolltops. Jumper courses generally have brightly colored fences and may use flowers, decorations, and painted rails and panels.

ii. The suggested striding between jumps on courses with jump heights .85m-.90m is based on a 12 foot

iii. The suggested striding between jumps on courses with jump heights .75m or lower is **SHORTEN** the line by one foot to one and a half feet depending on if the line is coming or going from the in gate. Courses .80m or lower, shall not contain one (1) stride combinations.

iv. The suggested striding between jumps in courses with jump heights 1.00m and 1.10m is LENGTHEN the line by one foot to one and a half feet depending on if the line is coming or going from the in gate.

v. For classes over .85m in height, managers are encouraged to include longer and shorter distances.

vi. All MHJA approved jumper classes .75m and under must be run as Table IV (optimum time) with a maximum of 12 jumps.

vii. Fifty percent or more of the obstacles must be at least the height listed on the show premium and, of those, none may be more than 2" over or under the maximum stated height. A 3' class means the maximum height of any obstacle on the course is 3'2".

viii. Classes should state the time allowed as determined by the course length.

ix. Time allowed may be adjusted at the sole discretion of the judge if he or she feels it is inaccurate, but only after consultation with the course designer. However, the time allowed may be adjusted only once during the early rounds of a given competition, and never later than after the 3 competitor to complete the course without a disobedience. The time allowed can never be lowered so that time faults will be awarded to any previous competitor that has completed the course without disobedience.

x. Electric timers may be used in conjunction with the flag person to mark the start and finish of the jump-off time.

xi. All jump-offs must have at least one change in direction.

xii. If a manual timer is used, management must provide 2 persons, other than the judge, who will jointly act as timers. Management must furnish each of them with a modern stop watch with a time out feature reading at least in hundredths of a second.

xiii. If an automatic timer is used, management must provide one person to time manually, other than the judge. Management must furnish the manual timer with a modern stopwatch with a time out feature reading at least in hundredths of a second.

xiv. Scoring can be done per the following tables:

**Table I: Time First Round.** The first round is decided by adding together the faults incurred over the course and any penalties for exceeding the time allowed.

**Table II, Sec 2(a): Time First Jump-Off.** The first round and first jump-off are decided by adding together the faults incurred over the course and any penalties for exceeding the time allowed. In the event of equality of faults after the first round, there will be one jump-off for first place only in which time will decide in the event of equality of faults.

**Table II, Sec.2(b): Time First Jump-Off.** The first round and first jump-off are decided by adding together the faults incurred over the course and any penalties for exceeding the time allowed. If a competitor has gone clean in the first round, the competitor will, without



leaving the ring upon an audible signal, commence the designated jump-off course.

**Table II, Sec. 2(c): Two Phase Competition.** The first phase, to consist of 8-10 jumping efforts, and the second phase (immediate jump-off) of 5-7 jumping efforts. Scores are decided by adding together the faults incurred over the course and any penalties for exceeding the time allowed. If a competitor has gone clean in the first round, he will, upon crossing the finish line, commence the designated jump-off course. Time starts as the horse crosses the finish line for the initial course. If there are no clean rounds and a tie exists for first place, there will be one jump-off, in which time will decide in the event of equality of faults.

**Table III: Faults Converted into Seconds.** Faults incurred when jumping an obstacle, for knocking down a boundary flag, for putting one or more feet in the water or on the marking lath are penalized by adding four seconds for each occurrence. A time limit of 120 seconds will be automatically applied (180 seconds for courses over 66m). Seconds added due to jumping faults do not count towards the 120 or 180 second time limit determination. The first disobedience is penalized automatically by the extra time taken. Second disobedience results in elimination.

**Table IV-Optimum Time.** Classes are scored on faults under Table II, however, all ties are broken on the basis of Optimum Time (defined as 4 seconds less than the Time Allowed for course). Optimum Time will be posted on the course plan. The horse with the time on course closest to this Optimum Time (over or under) will prevail in the tie

**Table IV, Sec. 1: Time First Round.** The first round is decided by adding together the faults incurred over the course and any penalties for exceeding the time allowed. In the case of equality of faults ties will be broken on the basis of Optimum Time.

**Table IV, Sec 2(a): Time First Jump-Off.** The first round and first jump-off are decided by adding together the faults incurred over the course and any penalties for exceeding the time allowed. In the case of equality of faults, ties will be broken on the basis of Optimum Time.

**Table IV, Sec.2(b): Time First Jump-Off.** The first round and first jump-off are decided by adding together the faults incurred over the course and any penalties for exceeding the time allowed. If a competitor has gone clean in the first round, the competitor will, without leaving the ring upon an audible signal, commence the designated jump-off course. In the case of equality of faults in the jump-off, ties will be broken on the basis of Optimum Time.

**Table IV, Sec. 2(c):** The first round and first jump-off are decided by adding together the faults incurred over the course and any penalties for exceeding the time allowed. If a competitor has gone clean in the first round, he/she will, upon crossing the finish line, commence the designated jump-off course. The time will start as the horse crosses the finish line for the initial course. In the case of equality of faults in the jump-off ties will be broken on the basis of Optimum Time.

xv. The following fence dimensions are approximate equivalents in Metric and English units per USHJA:

Meters	to	Feet
0.70		2'3
0.75		2'5
0.80		2'7
0.85		2'9
0.90		2'11
0.95		3'1

1.00	3'3
1.05	3'5
1.10	3'7
1.15	3'9
1.20	3'11
1.25	4'1

## **B. MHJA Approved Jumper Classes**

i. 0.7m-0.75 Pony Jumper Division -This division is restricted to ponies (14.2 hands and under) and is limited to junior riders. Exhibitors in the Pony Divisions must submit a pony card when entering their ponies. (USEF, Canadian or MHJA cards will be accepted)

ii. 0.70m Jumper Division

iii. 0.80m Jumper Division

iv. 0.85m Jumper Division -Level 0

v. 0.90m Children's/Adult Amateur Jumper Division- This class is restricted to junior and amateur riders. Horses that are nominated with USHJA can accrue National points if riders are USHJA members and the show is rated USEF "C" or higher.

vi. 0.90m Jumper Division -Level I

vii. 1.00m Jumper Division -Level II

viii. 1.0m Thoroughbred Jumper Division. Thoroughbred only class adhering to the rules governing the USEF Thoroughbred Jumper Section rules (as follows). JP120 Thoroughbred Jumper:

a. Thoroughbred restricted classes are open only to horses that are registered with USHJA and are in possession of Breed Registry papers. Horses must have been either registered with The Jockey Club or meet the criteria below. All horse shows must require riders to verify registration on the day of the horse show through one of the following methods:

1. The Jockey Club Certificate of Foal Registration or a copy thereof.
2. The horse's lip tattoo, the horse's 5-cross pedigree and the successful tattoo lookup result from The Jockey Club's Tattoo Identification Services, (located at [www.registry.jockeyclub.com](http://www.registry.jockeyclub.com)).
3. If neither of the above is available, a letter from The Jockey Club verifying the horse's identity.

ix. 1.05 Jumper Division

x. 1.10m Jumper Division -Level III

xi. 1.20m Montana Hunter Jumper Association Grand Prix. This class will be run Table II.2.a.

## SECTION VII: DRUG TESTING

1. The MHJA Drug Program is modeled after the USEF program. *See also Section I: Conduct of Shows.* The following disclosure is presented to each rider whose horse is selected for testing:

“As part of the ongoing efforts to improve the Montana Hunter/Jumper Association and align itself with the USHJA's rules and regulations, the membership of MHJA voted to initiate a random policy of drug testing at the MHJA approved shows. Monies are collected at each show with the goal of financing the random testing of horses.

Your horse has been selected to be tested for any forbidden substances or drug levels higher than the maximum allowed by USEF standards. A listing of foreign substances and maximum levels of allowed substances is available from the USEF.

The attending vet will determine the collection process/a urine sample or a blood sample. If your horse tests positive, the following procedures will occur:

1. Appeal the test and decisions through the Board of Directors.
2. The Board of Directors will have the right to either accept the appeal or reject the appeal based upon the laboratory report of the test.
3. The horse that has been positively tested will not receive any points for class placement at the show where the drug testing occurred.
4. Repeated violations will be subject to a monetary fine.

You have the right to decline consent to the random test. The consequence of denying the test will be the same as above.

The horse owner must fill out the information below prior to testing:

Name: \_\_\_\_\_ Phone #: \_\_\_\_\_

Address: \_\_\_\_\_

Horse Name: \_\_\_\_\_ Trainer: \_\_\_\_\_

By signing below the horse owner consents to the random drug testing as administered by the attending veterinarian and the MHJA Board of Directors:

Signature of Attending Veterinarian: \_\_\_\_\_

Date:” \_\_\_\_\_

## SECTION VIII: AMATEUR CERTIFICATION

1. "The MHJA has developed guidelines to ensure the members of the association are following the same rules as the United States Equestrian Federation (USEF). Every person who has reached his/her 18th birthday and competes in classes for amateur riders must possess a current amateur certification issued by the MHJA. Upon certification, an amateur continues to be such until he/she has notified the MJHA Board of Directors in writing of a change from amateur to professional status. A professional continues to be such until he/she has received amateur status by a vote of the MHJA Board of Directors and then must wait one calendar year until he/she may show as an amateur. *See also Section 1:9*

An amateur is defined as anyone who is NOT engaged in the following activities:

- i. Accepts remuneration for riding, training, schooling, or conducting clinics or Seminars.
  
- ii. Accepts remuneration for giving instructions in any form of equitation (whether Western or English) or horse training.
  
- iii. Gives instruction, rides, trains, or schools horses, other than those horses actually owned or leased by him/her, when his/her employer or a family member of his/her employer owns, boards or trains said horse.
  
- iv. Accepts remuneration for the use of his/her name, photograph, or other personal form of association as a horseman in connection with any advertisement or article to be sold.
  
- v. Accepts prize money in equitation or showmanship class.
  
- vi. Rides or shows a horse, for which he/she or a member of the family receives remuneration for boarding, training, riding, or showing.
  
- vii. Gives instruction to any person, or rides or shows any horse for which activity another person in his/her family will receive remuneration.

*If any MHJA member has questions about whether a specific activity would negate their amateur status, it is the member's obligation to contact a member of the MHJA Board to discuss the issue.*

The undersigned certifies that he/she has read and understands the above amateur rule and is eligible for amateur status under the above conditions. The undersigned confirms that he/she has NOT engaged in any activity cited in the amateur rules that would make him/her a professional.

If an MHJA member protests another member's amateur status, and it is determined by the MHJA Board of Directors that the individual under protest has signed this certification but does not qualify as an amateur according to the above rules, the violating member will be subject to a fifty dollar (\$50) fine and points accumulated as an amateur will be forfeited for that show year.

Signature:

Date:"

## **SECTION IX: YEAR-END POINTS**

1. The following rules for Rider Points and Horse Points mirror the rules established by the USEF:

A. Equitation points may only be earned by MHJA members in good standing.

B. Points will not begin to be credited until the owner is a current member and the horse is officially nominated.

C. A member may ride a non-nominated horse. No points will be accrued except for Equitation points.

D. A non-member must pay a non-member fee to show. This applies to non-members riding nominated and non-nominated horses.

2. Members are required to register for all shows with the name listed on their MHJA card. This rule applies to both the horse's name and the rider's name. For rules on name changes, please See Section I.

3. The point keeper will maintain the point records of the association and will compute the results of the show year. The point keeper will keep the point book current. Current standings will be available to the members at certain times during the show season. Final results will be announced at the awards banquet.

4. Each MHJA division must be offered at a minimum of two (2) MHJA recognized shows during the season in order for the division to qualify for a year end award.

5. Computation of points:

A. The computation of points mirrors the USHJA point system as follow:

1st place = 10 points

2nd place = 6 points

3rd place = 4 points

4th place = 2 points

5th place = 1 point

6th place = .5 points

B. In addition to these points, each placing will receive 1 point per entry in the class, including those entries that are disqualified.

C. All ties will be resolved in favor of the greater number of first place awards.

D. For information on Equitation Points, see Equitation Division specifications.

E. The point keeper will notify all annual award winners prior to the date of the awards banquet.

F. Year-End under saddle points in hunter divisions and equitation divisions will count only for the four (4) top scoring horses in over fences for each division.

G. Any MHJA member may inspect the point book after the awards banquet at a convenient time for the point keeper.

H. Consecutive days of a show shall constitute only one show, regardless of how many sections or classes of a division are offered. Multiple championships may be awarded, but for year-end award purposes, this will count as only one show.

I. The winner of the perpetual trophy is responsible to return the trophy to a board member by the end of September. If the trophy is damaged or lost the recipient is responsible for replacing the trophy.

**SECTION X: SHOW/ MANAGER INFORMATION** *\*\* Please see Section II and Section IV. \*\**

1. Show Managers will receive a comprehensive packet, which should be read thoroughly. Show Managers are responsible for knowing any and all rule changes for the current year.

**SECTION XI: ANNUAL MEETING/AWARDS DINNER**

1. Each year following the last MHJA approved show; the Board will schedule an annual meeting/awards dinner. Notification of this event will be mailed to each member.

A. Annual awards will be presented to four places in MHJA approved divisions, if the division has filled at two or more shows that meet the requirements set by MHJA.

B. Special awards as may be defined and directed by the MHJA Board.

C. The Annual Meeting shall be held to discuss and vote on issues pertinent to the operation and direction of the MHJA. (This may include but is not limited to rule changes, director elections, committee reports, fees, horse show standards, penalty assessment, etc.)

D. Individual members have one (1) vote; family memberships have one (1) vote.

E. Voting may be accomplished by mailing a ballot to all members in good standing prior, during, or after the annual meeting. Members will have two weeks to return their ballot.

F. The banquet will be held on the first Saturday of November

## **SECTION XII: UPDATING OF RULES**

1. This rulebook may be updated by the Membership during the Annual Meeting. All suggested changes must be presented in writing to a member of the Board. The members present may vote on changes at the Annual Meeting. Rule changes may be made on an annual basis if necessary; however, any individual rule change must remain in place for a minimum duration of two (2) years.

## **BYLAWS**

### **SECTION XIII: MANAGEMENT OP ASSOCIATION**

#### **1. BOARD OF DIRECTORS**

A. A board, of a minimum of five (5) directors shall manage the affairs of this organization. To be eligible for the Board, a person must have been a voting member for at least one year in the preceding five (5) years. . Directors shall hold offices for a term of two years and until their successors are elected and qualified.

B. Special meetings of the directors may be called by the president, the secretary, or by any director. It shall be the responsibility of the secretary to notify directors of the time, place, and purposes of any special meeting of directors so that sufficient notice is given. Any meeting at which three directors are present shall be legal for the transaction of business. Three directors shall constitute a quorum of the board.

C. Vacancies on the board shall be filled at each annual meeting for two-year terms. The immediate past president shall automatically be an ex-officio member of the board of directors for the two-year period immediately following his/her term as president. As an ex officio member of the board, the past president shall not have voting rights, unless he or she continues to serve as an elected member of the board.

D. The election of directors by the members shall be by voting; that is; each member shall have the right to vote in person or by written proxy, one vote per membership. The candidates receiving the highest number of votes shall be the ones elected.

E. The Board of Directors shall not take out a credit card or debit card in the name of MHJA without an affirmative vote of two-thirds of the total membership.

F. MHJA will cover the cost of liability insurance for board members as long as the cost is not over \$1000/year

#### **2. MEETINGS OF THE MEMBERS**

A. The annual meeting of the members of this corporation shall be held in the fall or winter of each year in the state of Montana at such time and place as may be determined by the board of directors. Ten percent of the membership of the association shall constitute a quorum.

B. Notices of all membership meetings, regular and special, stating the time and place and the

object for which such meetings are called, shall be given by the secretary or by the president of the corporation in the Newsletter, not less than fourteen days prior to the date of the meeting.

C. The president, and or 3 Board members may call for special meeting of the members. It shall be the responsibility of the secretary of the association to send notice of special meetings.

### 3. OFFICERS

A. The officers of this corporation shall be a President, Vice-president(s), Membership Secretary, Director of Horse Shows, and Treasurer. The members of the Board of Directors shall determine these offices. Officers shall serve a term of two years and until their successors are elected and qualified.

B. The board of directors, at its discretion, may create the offices of executive secretary, one or more additional vice presidents, one or more assistant secretaries, one or more assistant treasurers, and such other officers and appointees as the board deems advisable, and prescribe the duties thereof. The board of directors shall elect such officers and appointees. In the event of the absence or inability of any officer to act, the board of directors may select an officer pro tem to serve during the absence or inability of the elected officer to serve.

C. **The President** of this corporation shall preside at all meetings of members and all meetings of directors. Subject to the control of the Board of Directors, the President shall have general charge and care of the business and property of the corporation. The President, together with an additional Board Member, shall sign all contracts and agreements of this corporation. The President shall perform all acts and have such powers as are normal incidental to the office of the President and the Chief Executive Officer.

D. **The Vice-President** shall be vested with all the powers and perform all duties of the President in the absence of the President and shall perform such other duties and have such powers as may be assigned by the Board of Directors.

E. **The Secretary** shall keep accurate records of all meetings of the members and of the Board of Directors and shall perform all duties commonly incidental to the office, as well as those designated by the Board of Directors. In the absence of the Secretary, an assistant secretary or secretary pro tem shall perform the duties of the secretary.

F. **The Treasurer** shall keep accurate records of the receipts and disbursements of all funds of this Corporation in books and records belonging to this association, and shall deposit all funds and other valuable effects in the names of and to the credit of this association in such depositories as may be designated by the directors. Additional duties and responsibilities may be added to any officer or director as is deemed necessary by the presiding Board of Directors for that year.

### 4. REMOVAL OF THE OFFICERS OR DIRECTORS

A. Any member, director, or officer of this association may resign at any time by giving written notice of his/her resignation to the Board of Directors or the President. The Board of Directors



shall elect the successor of any director or officer who dies or resigns, such successor to serve until the next election of directors or officers.

B. In the event a board member does not perform his/her duties, they may be asked to resign by the majority of the board and replaced according to MHJA guidelines.

C. The membership at any meeting called for that purpose, by vote of the majority of those present, may remove any director or officer or appointee of this corporation and elect or appoint his/her successor.

## **5. EMPLOYEES AND COMPENSATION**

A. The officers and directors of this corporation shall receive no compensation for their services in those capacities. No person who is an officer or director of this corporation shall be reimbursed for expenses incurred on behalf of this association unless such expenditures are authorized by the Board of Directors.

B. No part of the net earnings of this association shall inure to the benefit of or be distributable to its members, directors, officers, or other person, except that the association shall be authorized and empowered to pay reasonable compensation for services rendered to make payments and distributions in furtherance of the purposes set forth.

C. No Substantial part of the activities of the association shall be the carrying on of propaganda, or otherwise attempting, to influence legislation, and the association shall not participate in, or intervene in (including the publishing or distribution of statement) any political campaign on behalf of any candidates for public office. Notwithstanding any other provision of these bylaws, the association shall not carry on any other activities which are prescribed for associations exempt for federal income taxes under section 501 (c) of the Internal Revenue Code of 1954 (or the corresponding provision of any future Internal Revenue Code) or which are proscribed for associations to which contributions are deductible under section 170sc) (2) of the Internal Revenue Code.

## **6. AUDIT COMMITTEE**

A. The President of MHJA shall appoint an audit committee early in each calendar year. However, once appointed, the audit committee shall conduct its work independently of the President or any other MHJA Board Member.

B. The committee shall consist of three (3) MHJA members in good standing, with one person to rotate off the committee each year. No individual may serve as a member of the audit committee for more than three consecutive years, although she/he may serve again after a break in service. However, in no event should any MHJA member serve as a member of the audit committee for more than six years in all. Committee members will select one of their members to chair the committee each year. Neither directors nor officers may serve on the audit committee.

C. For the annual audit, the committee chair shall contact the MHJA treasurer and arrange a mutually convenient time to transfer all MHJA financial records, including all receipts and expenditures for that calendar year to date, to the audit committee for its review. The annual audit shall take place after MHJA's annual banquet and after most major receipts and expenditures have been recorded. The financial records shall be returned to the treasurer as soon as possible

following the conclusion of the audit.

D. The audit committee shall carefully review all expenditures and match those expenditures with receipts for the calendar year. Any questions or concerns about the financial records shall be addressed to the treasurer for clarification or explanation.

E. At the conclusion of its annual audit, the committee shall prepare a short written report to the MHJA board, signed by all committee members and noting the outcome of its review. Any unresolved questions or irregularities shall be noted in the report. The audit committee report shall be printed in the first MHJA newsletter issued after the report is submitted to the board.

F. The committee may at any time ask to see the financial records of the organization. The treasurer shall make every effort to accommodate their request within a reasonable time frame. The MHJA ensure that the financial records are provided to the audit committee, as soon as possible.

## **7. AMENDMENT OF BY-LAWS**

A. The by-laws of the corporation may be repealed or amended, and new by-laws maybe adopted, at the annual meeting of members or at any other meeting of members called for that purpose, by a vote representing a quorum of the members of the association. The written assent of the majority of the members of the corporation shall be effectual to repeal or amend any by-laws, or to adopt new by-laws, without a meeting for that purpose. Or new by-laws may be adopted, by the vote of two-thirds of the directors in office at any meeting of the directors called for that purpose, at which two-thirds of the directors then in office are present

## **8. PROXY VOTING AND VOTING BY MAIL**

A. Members may vote at any membership meeting either in person or by proxy in writing. Each card holding member is entitled to one vote, i.e., if you have a family membership, the family has one vote. All proxies shall be filed with the secretary of the meeting before being voted. If the proxy is for a specific meeting, the proxy holder may vote at any continuation of Such meeting but the proxy shall be void after the final adjournment of the meeting. Except for meetings not finally adjourned, no proxy shall be valid except during the calendar year in which it is executed. In election of directors, a proxy shall entitle the holder to vote cumulatively.

B. Members may vote by mail on matters being considered by the membership.

C. Directors may vote by mail on matters being considered by the directors, proxy voting by is permitted by written, signed proxy.

**2018 MHJA BOARD OF DIRECTORS**

Gayl Russel [grpaintjumper1@gmail.com](mailto:grpaintjumper1@gmail.com)

Marilyn Frame [marilynframe8@gmail.com](mailto:marilynframe8@gmail.com)

Stephanie Gallardi [betty.gallardi@yahoo.com](mailto:betty.gallardi@yahoo.com)

Nancy Winslow [watertower58@gmail.com](mailto:watertower58@gmail.com)

Alia Driscoll [alia.driscoll@gmail.com](mailto:alia.driscoll@gmail.com)

Erica Seas [elp@planetrob.com](mailto:elp@planetrob.com)

Allison Heidmann [alliheidmann@gmail.com](mailto:alliheidmann@gmail.com)